

Co-operative Federation of Victoria Ltd

Minutes of Board Meeting at Co-operative Purchasing Services Ltd (Wantirna South) on 16 September 1999

Present: D. Griffiths, N. Black, V. Ogier, Rolf Wilkins and John Luckman with John Gill in attendance for part of the meeting

Apologies: D. Brentnall, R. Stone, Vern Hughes and Malcolm Boyce

The Chairman declared the meeting open at 10.35 a.m.

Executive Officer Interviews

The Chairman reported on behalf of the Executive Officer Selection Committee that of 26 applications received 10 of the applicants had been interviewed – including John Gill.

The Chairman also reported that John Gill had requested that he be allowed to address the board on his application. After discussion of this request, it was agreed that John Gill would be given the opportunity.

It was noted that the board had been circulated with copies of applications from the three candidates on the short-list and a report prepared by the Chairman on referee comments.

The Chairman reported that the Executive Officer Selection Committee had prepared a short-list of three and, after interviews and referee checks on the three candidates, had been unable to agree on a nominated candidate and, therefore, it had been decided to ask the three candidates to attend today's board meeting: Graeme Charles, Arthur Martin and Paul Martin.

The three short-listed applicants were allocated half an hour with approximately 15 minutes for a statement and 15 minutes for questions from board members.

Between 11.00 am and 1.00 p.m. the three candidates were interviewed by the board.

After the interview of the three short-listed candidates, John Gill joined the meeting and spoke to his application for the position.

It was, then, agreed to proceed with other agenda items and defer a decision on an appointment until after these matters were discussed.

Election of Directors

The board discussed the correct procedure for the election of directors at the AGM.

The Secretary had provided on the day of the meeting a memo, Election of Directors, which sought to clarify a number of issues raised in John Gill's letter of 22 August 1999 to the Chairman on the election of directors. John Gill's letter had been circulated with the minutes of the meeting of 19 August 1999.

Resolved:

That advice be sought from the Registry of Co-operatives on the correct procedure in the implementation of Rules 38 and 41.

Director's Report

It was noted that the Chairman had circulated with the agenda for today's meeting a letter from John Gill regarding the Director's Report recommending that the board needed to approve an amended Report.

The Chairman said that he had discussed the issue with John Gill after the board meeting on 19 August 1999 and John Gill had agreed to discuss the Directors Report with the auditor.

It was noted that the Report did need to be amended.

The board discussed the 15 September 1999 email from the Secretary to the Chairman on the Director's Report: "The auditor has advised that there is no need to get the revised report approved at the board meeting. As the report generally covers those matters in the report approved on 19 August, the auditor will accept the signatures of yourself and John on the revised report. The report will be forwarded to you and John once it is finalised."

It was agreed that the revised report should be submitted for board approval and the Chairman would advise the Secretary.

AGM

Given the advice of the Secretary in the 15 September 1999 email to the Chairman, it was noted and agreed that it was not viable to engage Tim Fischer as a speaker at the AGM for a fee of \$5000.

While it was agreed that the Secretary should seek to get the Minister for Financial Services and Regulation, the Hon. Joe Hockey, MP, to speak at the dinner, it was also agreed to set a tentative date of 25 November 1999 at the RACV Club and it was confirmed that there would be a dinner for members.

It was noted that the Chairman would notify the Secretary of these decisions.

The board discussed advice from the Secretary that there did not appear to be any requirement within the Co-operatives Act to hold the AGM within a certain period of time and that the Office of Business Affairs had confirmed this verbally to the auditor.

John Gill left the meeting and discussion resumed on the Executive Officer appointment.

Executive Officer Appointment

After discussion:

Resolved:

That Graeme Charles be invited to take-up the position of Executive Officer.

That the reasons for the decision on the Executive Officer appointment not be disclosed.

That the Chairman be authorised to negotiate the terms and conditions of the Executive Officer and report back to the board.

The Chairman declared the meeting closed at 3.00 p.m.

Signed: Date:/...../ 1999
(Chairman)

Minutes prepared: 17 September 1999

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